

## Emergency Management Questionnaire

Organization King Co. Intl. Airport Current Point of Contact: Gary Olson  
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### Emergency Planning Questions (check the appropriate boxes or fill in the blank):

1. Does your organization have an all-hazard emergency plan (beyond a building/site evacuation plan)?  
☒ Yes ☐ No
2. Is it strictly an internal plan or is somewhat coordinated with outside agencies?  
☐ internal ☒ coordinated w/ others
3. When was it last updated?: Year / Month: 94 / July
4. Does it describe the emergency roles and responsibilities of your organization's leadership?  
☐ Yes ☒ Not all leaders
5. Is your organization part of a regional plan of 'like' organizations?  
☐ Yes ☒ No
6. Does your organization have mutual aid agreements with 'like' organizations?  
☒ Yes ☐ No

### Facility Questions (check the appropriate boxes) :

1. Does your organization have:  
☒ a dedicated facility for coordinating activities during emergencies  
☐ a multi-use facility that is used during emergencies  
☐ no designated place for coordinating emergency activities
2. If you have a pre-designated Emergency Operations Center, Command Post, or other critical service facilities, do they have back-up power (generator)?  
☒ Yes ☐ No
3. Has your organization:  
☐ seismically secured vital automation and communications equipment?  
☐ mitigated/reduced non-structural hazards in your primary facility?  
☒ stored duplicate vital records off-site and do you regularly update them?

**Communications Issues (check the appropriate boxes):**

What are your methods of communicating (internally and externally) during emergencies:

☒ Telephone      ☒ Fax      ☒ Radio      ☒ Other cell phones and pagers

**Emergency Supplies (check all that apply and fill in the blank):**

Do you have emergency supplies on hand for: ☒ employees      ☒ guests      ☐ neither  
If you have supplies, for how many days?: 3-6 days

Do you have: ☒ food ☒ water ☒ medical supplies      ☐ sanitation ☒ shelter

**Training and Exercise Questions (check the appropriate boxes):**

How often do personnel receive training on your emergency plans or procedures?

☐ ~monthly      ☐ ~quarterly      ☐ ~twice a year      ☒ ~annually      ☐ every few years

How often is your emergency plan exercised?

☐ ~monthly      ☐ ~quarterly      ☐ ~twice a year      ☒ ~annually      ☐ every few years

**Other:**

Is there an existing association, group, or contractor that for your organization that:

- ☐ does provide for coordination of disaster planning
- ☐ could provide for coordination of disaster planning

Group/Association/Contractor Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Telephone number: (    ) \_\_\_\_\_

Would you like a copy of the tabulated results of this survey to be mailed to you?

☐ Yes      ☐ No

***Thank you for participating in this quick survey!!***

***Please send this in the envelope provided no later than Friday, March 13***

RECEIVED

FEB 25 1998

KING COUNTY  
INTERNATIONAL AIRPORT

King County Emergency Management Advisory Committee  
7300 Perimeter Rd. So., Rm. 128  
Seattle, WA 98108-3848  
(206-296-8429) FAX (206-205-8133)

rec. re: 1) cc: Barry - B. Cynthia  
re: Barry on 3/4/98  
2) Ticket for draft response  
draft response for cgo sign.

February 25, 1998

TO: Partners in Preparedness

FM: Barb Graff, Chair  
Emergency Management Advisory Committee (EMAC)

RE: Assessment of Regional Emergency Management Capabilities

The King County Emergency Management Advisory Committee was established by executive order to "provide advice to the County Executive on emergency management matters and facilitate coordination of regional emergency planning in King County."

The twenty members represent a range of related agencies, including the American Red Cross, the Fire and Police Chiefs Associations, the Port of Seattle, Water/Sewer Districts, electric utilities, etc.

To provide direction on regional planning issues, the EMAC would like to assess the current emergency management capabilities in King County. In order to get a quick sense of the status of various agencies, we are circulating the enclosed survey form that will be tabulated and the results distributed to interested participating agencies. These results will also provide baseline data that will help the regional emergency planning effort in its infant stages.

Please take a few minutes to complete this survey and return in the enclosed self-addressed stamped envelope by **March 13**. Thank you for your support of our efforts to assess our regional emergency management capabilities.

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